

Work Group Meeting Record

Advisory Council

X Work Group: Program Standards

Meeting #: 3

Date: 040108

Members in Attendance: Dave Banno, Tom Larrabee, Nancy Fritz, Mary Lou Gentz, Janet Isserlis, Kathleen Knight, William Morrisette, Amanda Raitano, Nazneen Rahman, Karisa Tashjian, Lynn Watterson, Johan Uvin, Debbie Anthes

Chair(s)/Co-Chairs: Nancy Fritz, Janet Isserlis

TOPICS AND DELIVERABLES

Topics	Related Deliverable	Related Timeline
1. Welcome by Co-Chairs	Do members know each other?	Immediate
2. Note taking assignment	Draft to co-chairs within 24 hours	April 2
3. Re-cap Meeting #2	Review notes of prior meeting	Immediate Approval
4. Discussion	Preferences for Critical Links, the broad standards of Maine, and the prescriptive standards of Kansas	Immediate
5. Discussion With Deb Anthes	Review of prior and current mid year performance standards	Immediate
6. Discussion of Issues and Concerns	Standards that are measurable and embedded in MIS and are one step up from indicators, compliance, and data	Immediate
7. Focus on Critical Links	Selection of two indicators by each person to demonstrate trends	Immediate
8. Homework assignments	Members to review research on standards – last national evaluation of adult education, Lennox, and Holcomb	Janet Isserlis to attempt electronic references – others may contribute via online discussion
9. Identification of Key Performance and Quality Standards Candidates	Examine high value program standards in terms of what we know from research and MIS/other measurability	Begun April first; to be completed by end of next meeting (April 29)
10. Next Steps	Identify a limited set of measurements (i.e., 12) that are research-based and measurable	Late April – early May, 2008
11. Feedback & Closure	Concern that the group is behind	Online discussion to catch up?
12. Next meeting date	Wednesday, April 29 1:30 – 3:00 pm	N/A

KEY DISCUSSION POINTS

▪ Welcome
▪ Review of status: Where are we now, what are we trying to do, what are we going to add or subtract, and how are we going to get there?

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<ul style="list-style-type: none"> ▪ Note taking assignment <ul style="list-style-type: none"> - Mary Lou Gentz of Lit Vol Washington Cnty volunteered to take notes during the meeting.
<ul style="list-style-type: none"> ▪ Recap Meeting #2 <ul style="list-style-type: none"> - Members received notes from prior meeting and reviewed.
<ul style="list-style-type: none"> ▪ Discussion of Critical Links, Kansas and Maine Program Standards <ul style="list-style-type: none"> - Janet Isserlis asked for feedback about the Critical Links, Kansas, and Maine program standards. Nancy Fritz said she considered the Kansas standards prescriptive and the Maine standards somewhat broad. <p>The group expressed their preferences: Critical Links was the favorite with five voting in its favor; two and a half voted for Maine, and less than one for Kansas.</p>

<p>▪ Discussion of Prior Year and Mid-Year Performance and Quality Standards (Deb Anthes)</p>			
<p>- Prior Year 063007</p>			
- EFL Completions ...	75 - 100% of target negotiated with state 50 – 74% <50%	40% weight	
Average Attendance Hours	75 – 100% average attend. by level 50 – 74% <50%	20% weight	
Managed Enrollment	90 – 125% 70-89% or 126 – 145% <69 – 146%	20% weight	
Pre and Post Test Rate	70% for three years 69 – 50% <50%	5% weight	
ASE – GED Completions	53% 40 – 52% <39%	10% weight	
Investment Per Student Hour Grant / # of student hours	<\$ 7.50 – 12.50	5% weight	
<p>Current Mid-Year 070107 - 123107 Milestones reached – which are performance standards and which are management tools? Enrollment, post testing – taking into consideration those without adequate intensity, milestones met as a percentage, data entry, timely quarterly reports</p>			
<p>▪ Discussion of Issues and Concerns Should we add the last three to the six performance standards or are data entry and quarterly reports compliance issues? What has to happen to enable positive outcomes to occur? Do we define what has to be done or the measure? Do we need 50 hours for PD or a way to measure effectiveness? Whatever the standards, how do we know we're meeting them? Can we have standards embedded in CALIS and not have to have additional MIS systems? Standards that produce better outcomes are one step up from indicators, compliance issues, and data entry expectations. Some want standards to serve as a guide, but some Kansas standards seem to be the selection criteria. If a program is failing to represent the community, it should not be funded or refunded. We should have so many standards that do not increase the data collection tasks. For instance, teacher quality is hard to quantify, but we know joint planning is important so teachers can figure out what they are doing and how that changes the outcomes of participants.</p>			
<p>▪ Priority Indicators Based on Critical Links Review and Poll What are two important indicators and which subsets are significant to you? Seven voted for five – curriculum, instruction, assessment, and learning environment Five voted for one – learner outcomes and assessments, remaining long enough Four voted for six – support services, assets, barriers, strengths, self - advocacy Four voted for three – PD, variety of formats, planning time and classroom impact, attitude, growth Two voted for two – planning, management structures, staff roles, milestones One voted for seven – community relationships Importance of ADA and other basic tenants noted...</p>			
<p>▪ Summary of Next Steps Members asked to look at Critical Links indicators, especially the highly valued five, one, six, and three, and any others they wish to promote/defend and view them in terms of what we know from</p>			

research and how we would measure them.
<ul style="list-style-type: none"> ▪ Meeting Feedback <ul style="list-style-type: none"> - None was elicited formally or explicitly.

RECOMMENDATIONS

Recommendations	Consensus (Yes/No)	Lists Multiple Points of View
No new recs		

Next Meeting Date: April 29, 2008 at 1:30 p.m. in Cranston at Cranston Alternate Education

Reflection/Evaluation: No specific feedback was elicited.